



ANIMAL SERVICE CENTER OF THE MESILLA VALLEY BOARD OF DIRECTORS

AGENDA

The following agenda will be considered at a regular Meeting of the Animal Service Center of the Mesilla Valley Board of Directors to be Held on **Thursday, January 10th, 2018 at 9am** at the City Council Chambers, City Hall, 700 N. Main St., Las Cruces, New Mexico.

I. Call to Order & Pledge of Allegiance

II. Roll Call of ASCMV Board Members and Determination of Quorum

III. Changes to Agenda and Approval of Agenda

IV. Minutes

- a. Approval of the Minutes from the regular ASCMV Board Meeting held December 13th, 2018.

V. Reports/Presentations

- a. City and County ACO Reports – City Animal Control and County Animal Control
- b. Shelter Statistics/Activities – Clint Thacker
- c. Committee Reports
 1. Finance – David Dollahon, Committee Chair
 2. Executive – Kasandra Gandara, Committee Chair
 3. Facilities – Greg Smith, Committee Chair
- d. Zero In 7 Update
- e. Best Friends Animal Society

VI. Public Input

VII. Chair and Board Comments

VIII. Adjournment

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1 **ANIMAL SERVICE CENTER OF MESILLA VALLEY**

2
3 **December 7138, 2018 at 9:00 a.m.**

4
5
6 **BOARD MEMBERS PRESENT:**

7 Kasandra Gandara - Chair

8 Jess C. Williams - Vice-Chair

9 Jack Eakman - Board Member (departed 9:05, returned 9:37)

10 Billy Garrett - Board Member

11 Ramon Gonzalez, Board Member

12 Gregory Z. Smith - Board Member

13 David Dollahon - Ex-Officio Member

14
15 **I. Call to Order & Pledge of Allegiance (9:00 PM)**

16
17 Gandara: Good morning and welcome to the Animal Services Center of Mesilla
18 Valley Board of Directors meeting. It's Thursday, December 13 at
19 approximately 9:00 a.m. I call this meeting to order. Vice-Chair Williams
20 will you please lead us in the Pledge of Allegiance.

21
22 ALL STAND FOR PLEDGE OF ALLEGIANCE.

23
24 Gandara: Thank you.

25
26 **II. Roll Call of ASCMV Board Members and Determination of Quorum**

27
28 Gandara: Will you please call the roll?

29
30 Baum: Board Member Dollahon.

31
32 Dollahon: Here.

33
34 Baum: Board Member Gonzalez.

35
36 Gonzalez: Here.

37
38 Baum: Board Member Eakman.

39
40 Eakman: Here.

41
42 Baum: Board Member Garrett.

43
44 Garrett: Here.

45
46 Baum: Board Member Smith.

1
2 Smith: Here.
3
4 Baum: Board Member Williams.
5
6 Williams: Here.
7
8 Baum: Chairperson Gandara.
9
10 Gandara: Here. We have a quorum. Thank you.
11
12 **III. Changes to Agenda and Approval of Agenda**
13
14 Gandara: Any changes to the agenda at this point? Okay, on to the approval of the
15 agenda. Can I get a motion and a second?
16
17 Williams: Move approval.
18
19 Eakman: Second.
20
21 Gandara: All right. We have a motion to approve the agenda by Vice-Chair Williams
22 and a second by Board Member Eakman. Okay, poll.
23
24 Baum: Board Member Gonzalez.
25
26 Gonzalez: Yes.
27
28 Baum: Board Member Eakman.
29
30 Eakman: Yes.
31
32 Baum: Board Member Garrett.
33
34 Garrett: Yes.
35
36 Baum: Board Member Smith.
37
38 Smith: Yes.
39
40 Baum: Board Member Williams.
41
42 Williams: Yes.
43
44 Baum: Chairperson Gandara.
45
46 Gandara: Yes.

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Minutes

A. Approval of the Minutes from the regular ASCMV Board Meeting held November 8, 2018

Gandara: Okay, on to the minutes. May I get an approval?

Williams: Move approval.

Gandara: Okay.

Eakman: Second.

Gandara: Second. Same Vice-Chair Williams approved and second by Board Member Eakman.

Baum: Board Member Gonzalez.

Gonzalez: Yes.

Baum: Board Member Eakman.

Eakman: Yes.

Baum: Board Member Garrett.

Garrett: Yes.

Baum: Board Member Smith.

Smith: I'm abstaining because I was absent from that meeting.

Baum: Thank you. Board Member Williams.

Williams: Yes.

Baum: Chairperson Gandara.

Gandara: Yes.

IV. Reports/Presentations

A. City and County ACO Reports - City and County Animal Control

1 Gandara: On to reports and presentations, City and County ACO reports and they're
2 both here. Welcome. Good morning. Hello Miss Mary Lou. Good
3 morning.
4

5 Ward: Good morning Chair and Councilmen and Commissioners. Let me find
6 my report here real quick. Okay. Good morning. Mary Lou Ward
7 Supervisor for Animal Control and Codes for Doña Ana County. And
8 today I'm going to go ahead and start with our November JPA Report and
9 I kind of did it in the same format as last time. I hope that's okay. I'll just
10 start with our numbers of animals picked up. On this page right here we
11 picked up 282 animals. I broke those down as to the owner-release
12 animals, owner-release dogs, cats and then of course the stray dogs and
13 the stray cats. Stray dogs were 97 and stray cats were 137. Injured
14 animals were 14, rabies quarantines. That section right there was 259
15 that actually went into the Shelter, made it to the Shelter. The other side
16 was the livestock, snakes and dead animals, which was 23.
17 Then I move on to the return to owner part of this. The return to
18 owners for November was 126, which is still 44.8% up from last year's
19 number. The microchips that we scanned were 311. Microchips found
20 were 42. ID tags traced 28 and visible IDs were nine. Of course, and I
21 kind of explained the last time of different types of things that we can't
22 scan; maybe livestock, snakes, vicious animals or animals that have been
23 dead and unable to scan.
24 And then going to the last slide, just to give you an encompass of
25 the overall calls, the officers responded to 828 calls for service, 259 codes
26 calls, which gave us 1,087 calls for service for the month. We responded
27 to 48 injured animals, 17 cruelty calls, 69 vicious calls, and 20 bite calls.
28 The educated and/or got compliance on was 138 licensing, 88
29 permits, 141 vaccinations and then 49 care and maintenance violations.
30 And I'll stand for questions.
31

32 Gandara: Thank you Mary Lou. Any questions? Yes, Board Member Garrett. Good
33 morning.
34

35 Garrett: Good morning and thank you. Thank you for the presentation. I just have
36 a question about the RTOs. There's a note here that says, "RTOs for
37 November was 126" and then it says "44.8 from 20."
38

39 Ward: Seventeen.
40

41 Garrett: Yes, what, how did you get that number? You're saying it's an
42 improvement.
43

44 Ward: It's an improvement from last year at this time that we picked up for that
45 month.
46

1 Garrett: So it's a 44.8% increase?
2
3 Ward: Increase.
4
5 Garrett: Okay.
6
7 Ward: That we picked up, yes.
8
9 Garrett: Okay, very good.
10
11 Ward: And returned to the owners.
12
13 Garrett: Okay.
14
15 Ward: So increase of return to the owners.
16
17 Garrett: Got it. Okay.
18
19 Ward: From last month at this time.
20
21 Garrett: The way I read it initially was it was 44.8% of the number in 20 and that
22 would be going in the wrong direction.
23
24 Ward: Thanks for asking that. It's an increase from last year for the same month.
25
26 Garrett: Excellent, very good. Thank you.
27
28 Ward: Thank you.
29
30 Gandara: Any other questions? I have one. Ms. Mary Lou, do you know what the
31 reasons are for picking up and impounding animals like cats and dogs?
32 Do you have that data?
33
34 Ward: You mean what the reason for picking up stray animals are?
35
36 Gandara: Yes.
37
38 Ward: Well, if we don't pick up a stray animal it could be involved with maybe a
39 bite, a vicious, or it could cause an accident. Different things like that.
40
41 Gandara: Right, but like for example, how many stray cats are tipped?
42
43 Ward: I couldn't tell you what the tipping was like, we don't pick up TNR. Well we
44 will pick up TNR, I'll take that back, if we can scan them and find an owner
45 for them, we'll return them to the owner. The stray cats that were picked
46 up were 137.

1
2 Gandara: Yes.
3
4 Ward: The stray dogs were 97.
5
6 Gandara: Right. But I guess I'm interested to know what were the reasons in terms
7 of like I don't know how many are bit, like how many when you separate
8 how many are bites, how many are vicious, I don't know which ones are
9 cats, I don't know which ones are dogs or there's another reason. Do you
10 understand what I'm saying?
11
12 Ward: I don't think I'm following you.
13
14 Gandara: Okay. Let's talk about stray cats.
15
16 Ward: Okay.
17
18 Gandara: Right?
19
20 Ward: Yes.
21
22 Gandara: I know they're stray and I asked you how many are tipped, right? How
23 many and if they're tipped they're microchipped, but like for example are
24 colony cats, right? Are you still picking them up and taking them to the,
25 because we have a huge population of cats and I just met with Best
26 Friends last night and had a very lengthy and detailed conversation and I
27 understand you all had training and such. And so I'm really concerned
28 about this and so we really need to change philosophically our way by
29 which we're handling that.
30
31 Ward: Yes.
32
33 Gandara: Or we're never going to meet those numbers.
34
35 Ward: I don't have the numbers as to how many were tipped or not. I know the
36 officers are instructed to scan every animal that they can reasonably scan.
37
38 Gandara: Sure.
39
40 Ward: Stray cats a lot of times are in traps so they're going to scan over the trap.
41 Sometimes they can pick up a scan. Sometimes they can't. So they do
42 everything possible to scan the animal and get it to its owner. If it's
43 registered to someone, they're going to call that person and try to get it to
44 them as much as possible.
45
46 Gandara: Okay.

1
2 Ward: If there's no registry to anyone then we have a complaint there and we
3 have to handle that complaint and then the animal will go to the Shelter.
4
5 Gandara: Okay. Now usually are the complaints just that they are stray? They're
6 running around, they're spraying.
7
8 Ward: Sometimes, yes.
9
10 Gandara: Okay.
11
12 Ward: Sometimes it's a bite. Sometimes it's an animal that's attacked livestock.
13
14 Gandara: Sure.
15
16 Ward: Even we had the other day a cat that attacked some chickens.
17
18 Gandara: Okay. Yes. Thank you Mary Lou appreciate it. Any other questions?
19 Thank you so much. Hello Mr. Gino. Welcome, good morning, come on
20 up.
21
22 Jimenez: Good morning Madam Chair, Members of the Board. My name is Gino
23 Jimenez, I'm the supervisor for Animal Control for the City of Las Cruces
24 Animal Control. I'll present you my November numbers, November, 2018.
25 As you can see from my report, we responded to 488 calls for service for
26 strays, 260 of those were GOA, meaning the officer made no contact with
27 that animal. We did apprehend 228, 198 of those went to the Shelter, 84
28 of them were dogs and 114 were cats. We were successful in returning
29 30 back to their owners after impounding in the ACOs unit. We did
30 attempt to return 24 back to the owner, however they weren't home. They
31 weren't willing to take responsibility, whatever, so those animals ended up
32 at the Animal Shelter for them to have the opportunity to redeem from
33 there. Out of that we had a total of 54 identifiable animals.
34 So here is our three-year comparison for strays. We're right in
35 track with the last three years, pretty consistent right there. This slide
36 shows you our four-year comparison for field RTOs. We're coming into
37 our slow winter months, so there is a decline right there in field RTOs and
38 that shows on the slide.
39 On my slide, I was talking to Bernice about this, and I asked her for
40 some pictures to include on my slide. I see that everybody else is doing
41 that so I said, "Hey, I should do that." I chose, and speaking to Bernice, I
42 asked her for pictures of dogs that needed a little bit more exposure.
43 Some that had been at the Shelter for a while and where that, what do you
44 say, that hard sell, so I'd like to keep my slide up here as long as possible
45 to give those dogs a little bit more exposure. But I will stand for any
46 questions now.

1
2 Gandara: Thank you Gino, I appreciate that. Any questions? Yes, Board Member
3 Smith.
4
5 Smith: Thank you Madam Chair. And thank you Officer Jimenez. I appreciate
6 your sensitivity and thoughtfulness in this effort. I think that is part of what
7 helps us when we begin our City Council meetings with information about
8 animals that are up for adoption at the Animal Services Center. So thank
9 you for your hard work, thank you for your presentation, and thank you for
10 thinking about these animals who need a home. Thank you. Thank you
11 Madam Chair.
12
13 Jimenez: Thank you for your kind words sir. Thank you.
14
15 Gandara: Thank you. Yes, Board Member Gonzalez. Good morning.
16
17 Gonzalez: You mentioned that you're very successful on 24 of them? Animals that
18 you took to the Shelter and people didn't want to take responsibility? Is
19 there any way we can do something about that? It's their responsibility of
20 that ownership of that dog and now they don't want the responsibility. Isn't
21 there any way possible we can do anything about that?
22
23 Jimenez: Madam Chair, Board Member Gonzalez. I think maybe the, my
24 explanation should have been let's say for example, we pick up a stray
25 dog that's microchipped to a particular address, however there are no
26 adults home. So it's a child or a juvenile that is the only one that can be
27 responsible for it at that time. However we cannot cite a juvenile, so that
28 dog, that animal, must go to the Animal Shelter. And then the responsible
29 parent/guardian can go redeem it from there. Those are the majority of
30 those examples.
31
32 Gonzalez: Yes, but if they don't go back and redeem them. They're there at the
33 Animal Shelter so it's still there, but there's still that responsibility of
34 picking up that animal. I was wondering is there any way we can do
35 something about that? You know people that have that responsibility, but
36 don't take the responsibility of taking ownership of that dog.
37
38 Jimenez: Madam Chair, Board Member Gonzalez. That would be a charge of
39 abandonment for them to outright say, "I don't care." "Take it to the
40 Shelter." "I'm not going to go pick it up." We could charge them with
41 abandonment.
42
43 Gonzalez: I think we need to do something about that because you know the Animal
44 Shelter is taking too many dogs and these people aren't taking
45 responsibility for their dogs so I think we need to do something about that.
46

1 Gandara: Board Member Gonzalez, what are your solutions? What are your next,
2 what would you like to do?
3

4 Gonzalez: Maybe cite, I don't know cite them. Send them a citation.
5

6 Gandara: Sure. I believe that Mr. Jimenez has indicated that they're citing them,
7 right?
8

9 Jimenez: Yes ma'am.
10

11 Gandara: With abandonment and other types of charges, if you will, based on our
12 ordinance.
13

14 Jimenez: Yes, Madam Chair. Based on our ordinance those are the charges that
15 they could be facing if they honestly claim that they do not longer want the
16 responsibility and as an impoundment they just leave it there. Now there
17 are other options. If the same situation an owner says, "I can no longer
18 care for this." "I'm calling Animal Control for you to take it to the Animal
19 Services Center." Then there's a fee that comes along with that transport
20 to the Shelter and there's a form that they fill out giving ownership or
21 relinquishing ownership to the Animal Services Center. So that's not one
22 of, those are one of those non-chargeable offenses because at least
23 they're making an effort to say, "Here you go, please find a better home
24 for it." But to outright say, "I no longer want it." That's when we proceed
25 with those abandonment charges.
26

27 Gonzalez: Well I think we need to do something about that.
28

29 Gandara: So if I might and even in that situation the Animal Services Center staff will
30 also work with the owners to maybe will you foster for a little more or find a
31 foster while they mitigate the circumstances right? So I think there are a
32 lot of things, but what I'm hearing you say or what I thought was the issue
33 is when an individual, any individual is at home, be it a youth or juvenile,
34 and that dialogue is occurring can't cite the juvenile right, but someone's
35 there, could we take it a step further and maybe call the owner, to say
36 "You know we have your pet, can we leave him here and release liability."
37 And I don't know with attorneys and liabilities and such if that's something.
38 So for me that would be something we can have dialogue here with the
39 Board, but also at our Task Force. So for me they're two very separate
40 issues. One that we're already doing quite a bit because of ordinance and
41 next steps in terms of the Center staff doing things, but for me the bigger
42 issue is there is someone at home, but he's under age, he or she and
43 maybe what do we do about those circumstances?
44

1 Gonzalez: Well, I can understand that. Well we could call them the next day or
2 maybe that afternoon again and make sure that somebody's at home
3 sometime the person that's an adult.
4
5 Gandara: Sure.
6
7 Gonzalez: And just tell them about that but not just say, "Well it was a child." "Just let
8 it go." No. I think we need to continue calling until we find that that person
9 is home.
10
11 Gandara: Good points.
12
13 Gonzalez: We could just give it up and say, "Well a child's home, we can't do
14 anything about it." No, I think it's a continuation of doing something about
15 it.
16
17 Gandara: More diligent efforts, I think is what you're suggesting.
18
19 Gonzalez: Yes.
20
21 Gandara: Okay, I understand. I hear you loud and clear. Yes I do. Yes, Vice-Chair
22 Williams.
23
24 William: Madam Chair, Board Member Gonzalez. I think that it's important for us to
25 remember as a Board that we are the governing Board of the Animal
26 Services Center. The Animal Control Officers are governed by the City of
27 Las Cruces and Doña Ana County respectively. And so I think that the
28 points you're making are very well stated and appreciated, but it would be
29 up to our colleagues on the City side to give direction to Animal Control
30 about how to conduct these field operations that you're mentioning as well
31 as the folks from County would be able to give direction to our folks as
32 well. But we as a Board don't have the authority to tell Gino how to do his
33 job. He doesn't report to us.
34
35 Gonzalez: I'm just suggesting you know because we're see a lot of these dogs come
36 to the Animal Shelter and it's becoming too much of an over-population. I
37 think that we need to find some way to help them with what's going on.
38
39 William: I completely agree with you and I just want to make it clear to the public,
40 anybody who's watching, that I think your suggestions are spot-on,
41 however they're going to have to, any direction to Animal Control, is going
42 to have to come from the specific entities that oversee Animal Control.
43
44 Gonzalez: Think up some action.
45

1 Jimenez: Madam Chair, Board Member Gonzalez. We actually started the Field
2 RTO Program I believe three or four years ago. So this is relatively new.
3 Of course there's always going to be bugs that need to be worked out.
4 Our numbers have gone up since the beginning of the program. Now, I
5 believe that for the City's part at least, we have maintained that consistent
6 number over the last couple of years. We can work, I will take your
7 suggestions back and we will discuss it with my administrative staff and
8 see what changes we can make to our program to make it more effective
9 in the manner that you're speaking of.
10
11 Gonzalez: I would appreciate that. Thank you so much.
12
13 Jimenez: You're welcome sir.
14
15 Gonzalez: Thank you for your.
16
17 Gandara: Thank you Board Member Gonzalez. Board Member Garrett.
18
19 Garrett: Well, the first thing I want to say is we've done a really good job of keeping
20 two dogs up on the screen for a while. I just want to reflect a little bit that
21 there's an important point that's been made by Mr. Williams in terms of
22 respecting different authorities and at the same time the fact that we have
23 the ACOs present at the meeting now and we didn't for a long time, I think
24 it's an indication of recognition that it's a collaboration that's needed in
25 order to deal with what goes on at the Shelter. The Shelter ends up being
26 the sort of focal point for a lot of this concern about animals and there are
27 many different players. It's basically why we also have included reports
28 from the Zero in Seven the Coalition reports on activities by advocacy
29 groups and individuals. It's not that we have control over any of those
30 things, but I think this is a place where we can share information and
31 being able to share that information is, I think one of the hallmarks of what
32 we're doing to improve the conditions at the Shelter with the animals in the
33 community. We've got to remember the rules and we've got to be able to
34 take advantage of the opportunity and I think we just saw a demonstration
35 of that. I simply wanted to add that I appreciate the reports that Gino that
36 you've brought from the City, Mary Lou that you've brought from the
37 County, and I appreciate your willingness to share that information and to
38 work with us.
39
40 Jimenez: Thank you sir.
41
42 Garrett: Thank you.
43
44 Gandara: Thank you Board Member Garrett. Something that we could probably put
45 in our Task Force agenda to have continued dialogue about and moving in
46 sort of maybe increasing our RTOs for the City. I am speaking for the City

1 and I'll certainly have conversations with Mr. Dollahon and Mr. Ed about
2 that as we move forward. So thank you.

3
4 Jimenez: Absolutely thank you.

5
6 Gandara: Thank you Gino, I appreciate all your work and again your thoughtfulness
7 and those dogs are just beautiful right? We're just enticing the folks to
8 really come on out and look at these doggies and make sure that we give
9 them a forever home.

10
11 Jimenez: Yes ma'am.

12
13 Gandara: Thanks Gino.

14
15 Jimenez: Thank you.

16
17 **B. Shelter Statistics and Activities/Educational and Spay-Neuter Initiatives**
18 **- Clint Thacker**

19
20 Gandara: Okay, next on the agenda will be our shelter statistics and shelter activities
21 to include educational spay and neuter initiatives. Mr. Clint Thacker, come
22 on down. You see a theme here? Come on down.

23
24 Thacker: Thank you Madam Chair. Actually I'm sorry. Before we begin, I'd like to
25 ask our safety coordinator and the City individual that's responsible for our
26 Shelter remodeling, if you would like to come up and give the Board an
27 update on how that remodeling project is going at the Shelter.

28
29 Gandara: Good morning. Would you please state your name for the record?

30
31 Kinney: My name is Michael Kinney, Project Manager with the Public Works
32 Department Contracts Administration.

33
34 Gandara: Thank you Mr. Kinney.

35
36 Kinney: The project, if you've driven by there, is finally starting to take some
37 shape. Right now they have the exterior insulation being installed and the
38 overall project right now is about 50% completed. Depends on how you
39 look at it. If you look at it from a cost standpoint, last month's pay
40 application was what brings it up to about 40%. If you look at timeline, it's
41 about 60% into the calendar days so it's about 50% completed. It's
42 currently on schedule and within budget. On schedule being from the
43 Warren Construction what they're doing and of course within budget is
44 what we have in the purchase order, which includes contingency.

45 We've had several days, rain delay days, there's been a couple of
46 holidays where we've asked the contractor not to work because the City

1 was closed. All of that has extended the schedule date of substantial
2 completion, which is now scheduled for February 14th, which is mid-
3 February. Initially it was near the end of January. Current completion
4 date of February 14th could also be moved up somewhat depending on
5 additional conditions.

6 The contractor is doing the interior work in two phases to try to not
7 impede on the day-to-day operations of the Shelter or impede only as
8 much as necessary. So some of the work that has been done is all of the
9 structural framing has been completed and this is a photograph basically
10 showing that some of the extent to which the structural framing is done.
11 Not only are the metal studs, they are put together with screws, but also
12 they're tack welded together. So the whole thing acts as a system. The
13 steel roof joists have been placed. The metal roof deck has been installed
14 as well as what's called "dried in", where there was insulation on the top
15 and then there's a waterproof membrane that's been over the top. Final
16 roofing will be completed in the next coming weeks.

17 On the interior, most of the steel doorframes for the new doors
18 have been installed and of course part of the structural framing, the
19 window framing has also been completed. This photograph on the right
20 hand side on your screen was taken before the insulation on the outside
21 was put in. All the window openings and stuff have been formed out, if
22 you will, or what they call the wood box have been installed, and the
23 waterproofing membranes have been placed over those openings.

24 On the interior on the left hand side of the photograph are the
25 electrical conduits, which it was decided that we're going to need to route
26 those through the small dog room and then into the cat room. So there's a
27 whole bunch of new electrical conduits, including the large conduits for the
28 new electrical panel. And the contractor did a really good job, nice job,
29 and of course those will be painted to match the color of the roof so it isn't
30 exposed.

31 In the middle photograph, that's some of the electrical and data
32 conduits for the new reception area, for the desk, those needed to be
33 added. In the picture you'll see that there's some water on the floor. That
34 was from the rains latest rainstorm we had, we had some blowing, it
35 actually blew in through the window openings. The roof did not leak.

36 And then on the farther right hand side photograph, some additional
37 plumbing work needed to be done. That's where a sink stub out will be for
38 the cat room. That was in a location where there was an old existing
39 plumbing for the sink, but the line turned out to be clogged and
40 deteriorated so they had to saw cut through the slab and replace that.
41 The City Facilities section is going to be picking up the cost for that
42 because it was part of the existing for that, so as far as the purchase order
43 is concerned that will be increased by that amount from the City funds.
44 We'll just do a Munis transfer from that.

45 Mechanical on the HVAC, one of the rooftop units has already been
46 placed, of course it's not in service. Ductwork is being installed as we

1 speak and also in the cat room they are also, the new cat room the
2 ductwork is going. In fact there is a lot of, there's a flurry of activities
3 happening. You know it took a while to get things going. You have to get
4 the dirt work, the concrete, the slab, the framing, etc. Now that most of
5 that, the building is starting to take shape there's many different trades are
6 working in conjunction. We have the HVAC got the duct work, electrical
7 work also still what we call the electrical rough-in, the plumbers are
8 installing the water lines for the new bathroom and the new sinks.

9 So to look ahead for the rest of this month up through about mid-
10 January of next year, of course the ductwork, HVAC is in progress. That
11 should be finished, I'm talking about basically for the new addition and
12 then the cat room. So the electrical should be roughed in. All the
13 plumbing should be finished. The exterior finish and was called EIFS,
14 that's an Exterior Finish and Insulation System. It was decided instead of
15 doing a, the plans called for a stucco, what they call a three-coat stucco
16 system, but the existing building as it stands right now has what's called
17 an EIFS System. That's an actual system where it's an exterior finish and
18 combining with insulation system. So to match the existing on the building
19 we decided there's no cost difference so we decided to go basically with
20 what's called the EIFS System on the outside. That should be completed.

21 The site concrete work for the sidewalks, in fact at least half, a
22 portion of that will be poured tomorrow morning, scheduled for about 6:00
23 in the morning. They'll be pouring some of the sidewalks and of course on
24 the inside the drywall work is in progress.

25 The insulation for the roof and stuff will be installed and the goal is
26 that by mid-January the new addition should be basically ready to move in
27 for occupancy in other words. That way the administration section and the
28 portions that are being used on right now by staff they can all move into
29 the new cat room and then into the new lobby and with the conference
30 room etc. And then the contractor will then go into the what's the
31 administration office right now and they have to punch a hole through the
32 wall and then do the add-on, finish the add-on for the administration. That
33 should happen probably in mid-January with everybody moving over. And
34 that's it. Any questions?

35
36 Gandara: Thank you so much. We appreciate that very thorough explanation. Any
37 questions? We're very excited. February is around the corner and I'm
38 thrilled to see how quickly and on time really the schedule we are, so
39 thank you, it's much appreciated.

40
41 Kinney: Thank you.

42
43 Thacker: Thanks Mike.

44
45 Gandara: Mr. Thacker.

46

1 Thacker: Yes, what Mike didn't tell you is that we found a floor safe way back in the
2 very back in the adoption room where the filing cabinets were sitting on
3 top of it and we had no idea. Our longest employee there, Curtis, he said
4 he knew about it, but didn't know the combination to it. I contacted Kathy
5 with Doña Ana County Humane Society and none of her board members
6 knew anything about it, because as you know, the Doña Ana Humane
7 Society used to have that building. So we did have to break into that safe
8 just to be sure that there's nothing in it before we pour concrete over it.
9
10 Gandara: Darn it. You didn't find a bunch of money?
11
12 Thacker: No, however a lot of feral cats started coming out.
13
14 Gandara: Oh dear.
15
16 Thacker: And we put the lid back on it. No, there was nothing but rust in that safe.
17
18 Gandara: Okay, all right.
19
20 Thacker: We were happy to see that there's nothing in there.
21
22 Gandara: Good. Yes, it's always a surprise right?
23
24 Thacker: It is something new.
25
26 Gandara: Thank you.
27
28 Thacker: New work, doing new work in an old building. I'm going to go through
29 these kind of quickly.
30
31 Gandara: We should have done a geo-cash thing there.
32
33 Thacker: Yes, we should have.
34
35 Gandara: Yes.
36
37 Thacker: We still can.
38
39 Gandara: Okay.
40
41 Thacker: It's still a possibility.
42
43 Gandara: Okay, all right. So people who are into geo-cashing.
44
45 Thacker: Yes.
46

1 Gandara: Think about it.

2

3 Thacker: So the City of Las Cruces brought in 496, Doña Ana County 393 and then
4 a few coming from Anthony, Hatch, Sunland Park and the other unknown
5 for a total of 929 animals in November. So comparing that to November of
6 2017, we have quite a bit more over 100 more animals coming in. I think
7 you're going to see some higher euthanasia numbers with that and that's
8 because. In 2018 we brought in 501 dogs and cats was 406, but in 2017 it
9 was 490 dogs and 317 cats, so quite a few more cats was what's bringing
10 us up.

11 For adoption, it was 223. We had 88 reclaims, 306 rescued
12 animals and euthanized was 318. So our live release rate is settling now
13 at 69.4%. Cats are the one that's bringing us down there and that will
14 always be the case until we can make something change for that.

15 So to compare to see how we're doing, we did more adoptions in
16 2008 then 2017, 147 versus 223. We had less reclaims and we rescued
17 more and we euthanized more, so the live-release rate dropped that 10%.
18 The euthanasia's again are coming up because of higher intake, a
19 healthier Shelter population that we're doing. We're doing practices where
20 if an animal gets to the point where it shows, for instance neurological
21 signs of distemper then its kennel mates also have to be euthanized as
22 well. It's a safety protocol that we've instituted and it was told to us by the
23 Austin Pets Alive and also Best Friends both support that action. Sounds
24 harsh, but that virus was shedding that entire time for weeks and weeks
25 while that animal had distemper and then finally showing the advanced
26 signs of distemper, which is the neurological, the other animals by that
27 time are also shedding the virus. So that's why it's a little bit higher, but
28 we continue to have positive outcomes from doing that with having a
29 healthier herd or a healthier Shelter population.

30 So our grand total of our number count at the Shelter, in 2017 at
31 this time, I think this was my very first presentation, was a year ago now to
32 the Board, 754 animals were in the Shelter and now a year later we're at
33 608. So we do continue to drop down in small increments in getting that
34 population lower and lower.

35 Our volunteers continue to do great and marvelous things for us.
36 As you can see no dog or cat goes un-held or unloved at any point while
37 they're there at the facility. Volunteers again, what they do is they give
38 their time. I can give my money up no problems at all, but I think my time
39 is my most precious thing and for them to sacrifice that time is incredibly
40 valuable for us. We had individuals doing laundry, dog enrichment,
41 visiting, doing the Farmer's and Petco Adoptions Events and then our
42 other off-site events such as the PetSmart, Kia and we had a new one at
43 the Picacho Brewery in November as well. So we had some amazing
44 hours there, totaling 448 in the month of November. Continue to do
45 others, Pet's Barn, County Cats, photography teams and vet tech. And

1 one of our photography team members is here today to do a picture with
2 us later on.

3 We have 56 families with 125 animals in them for fosters. And then
4 surrender to foster is a program where an individual comes into the Center
5 and says "I need to surrender" or "I need to give up these animals" and we
6 say "Is there a way you could hold on to the animal and we will contact
7 you when we have room?" and they said, "Absolutely." So that one family
8 did that save those six animals from coming in and generally, usually, it's a
9 mom with puppies is what it is.

10 Our foster program, I mentioned before, this is individuals that
11 come in and they welcome an animal into their home, whether it be a
12 special needs animal or it be a sick animal or a perfectly healthy animal,
13 these are 56 people that open their homes to animals that can get healthy
14 or have great lives in their homes. These 56 families bring these animals
15 to other off site events and parties so they can get adopted. And that's an
16 incredible advantage to us and also the animal because then the animal
17 gets to be, the family gets to know the animal and they can say "Yes, this
18 dog loves to do this, loves to do that, loves walks", so great information on
19 that. Here are some of our dogs. Some of our spay and neuter initiatives
20 that we've done at the facility. We had 209 animals in the foster to adopt
21 program. That number will continue to go down as we focus on this
22 program and also our Animal Shelter population.

23 We did 60 general public sterilizations and also 90 of the
24 community cat program sterilizations. Total surgeries in November: public
25 150, adoptive 105, shelter 273, for an incredible amount of 528
26 Sterilizations in the month of November.

27 Some of our educational initiatives that we're doing. We continue
28 to educate, whenever somebody comes into the Shelter. We had a grand
29 total of 2,704 in 2018. That's 1,546 into the adoption office and 1,158 into
30 our reclaim office.

31 Our community outreach, I actually was able to go with Dominique
32 to 101 Gold, Magic 105 and Zia Country. It was a lot of fun. We are doing
33 something different now. Instead of taking the animal to the radio, we take
34 an awesome video of them out with employees or volunteers and then we
35 present that video to the radio station and then they can post it on
36 Facebook and it just gets a lot more attraction and attention than actually
37 bringing the animal in. Not only that the animal is under a lot of stress with
38 the new areas and new smells, and sometimes they like to mark the area
39 that's brand new to them and that's not very much appreciated whether it
40 be in the drive over to the place, to the radio station, or there at the radio
41 station. So we took that stress away from both the individual taking the
42 dogs there and also to the animal and doing the video and we've gotten
43 very successful results on doing that.

44 We continue to work very closely with Wilson Binkley advertising
45 campaign. They in fact were able to design some new sympathy cards for
46 us that have our logo on it. We present these cards to individuals who

1 have to turn over their animals and have them euthanized for old age or
2 sickness, things like that. It's just a little extra heart-to-heart that we, a lot
3 of the staff signs them and then we mail them out the next day. We made
4 them into the same size as our envelopes that we're using so we didn't
5 have to purchase new envelopes. It's a great thank you for that. And then
6 we also had them redesign our thank you cards for somebody who brings
7 a donation in. So the donation has our new logo on it and a great
8 message inside. So we appreciate all that they do for us. Again Jessica
9 is incredible to work with there. It's just a simple e-mail and she's right on
10 it and comes back with some great ideas.

11 We continue to be in the Dog'Cruces Magazine, American
12 Classifieds, our ASCMV Website and Facebook has phenomenal
13 success, continues to grow in likes. The biggest thing and the best thing
14 we're doing is we have added to the individuals or the amount of people
15 that can post on it, so the Admin for the website or for the Facebook page.
16 And since we've done that, a lot more people can answer the questions
17 that are coming in and a lot more people can add a lot of fun stuff. If you
18 have not liked our Facebook page, I encourage you to do so, because not
19 only do we have all these fun things and it announces all of our great
20 programs that we have going and specials on our animals, but we also
21 publish our daily stats for that 24-hour period. And so it's a way to engage
22 and let the public know of the challenges we have there at the Animal
23 Services Center. So that's a really big eye opener for them. We continue
24 to do the Senior Program with Doña Ana County Humane Society, eight
25 dogs and the cats, which is a great program. There's Flare, Kittles and
26 Rita. Kittles has a question it looks like. And that's all that I have for that.
27 Before I turn the time over though, Madam Chair, I'd like to take a moment
28 and recognize two of our Board Members.

29
30 Gandara: Before we do that Clint, let me just see is there any questions, concerns,
31 feedback for the Director's report? Seeing none. You are free to move on
32 to the presentation. Thank you.

33
34 Thacker: Thank you.

35
36 Gandara: Yes.

37
38 Thacker: So as Madam Chair you are very well aware we're going to be losing two
39 of our Board Members for retirement. Jess Williams and Billy Garrett. As
40 much as I do not want them to leave, I still respect their decision to retire,
41 grudgingly. But first I'd like to present a Recognition Award to Jess
42 Williams, and this crystal award and it states on here, "Jess C. Williams in
43 Recognition of your Dedicated Service to the Animal Services Center
44 Board of Directors 2010 to 2018. And I'd like to read something here that
45 goes along with this crystal award. It says, "For the Times Square 2000
46 Millennial Celebration at the Crossroads of the World, the New Year's Eve

1 Ball was completely redesigned in crystal. In 1966 crystal chandeliers
2 were installed in the Westminster Abby in London for the 900th
3 Anniversary Dedication of the Church. Crystal chandeliers hang in
4 Windsor Castle, at the Kennedy Center, in Washington D.C. Some
5 popular awards such as the People's Choice Award, the French and
6 German Grand Prix Formula One, and Tennis Master's Series
7 Tournaments all use crystal as the award. So why the focus on crystal?
8 Crystal is glass with lead added to it. It shines bright. It's beautiful,
9 reflective and causes others to stop and admire it. Jess Williams has a
10 way to inspire and help and advise to the point you believe you can do
11 almost anything. But just like the heavy lead added to the crystal or added
12 to the glass, he also keeps you on the ground and reminds you that it's the
13 animals we are here helping and it's the animals we are serving. So with
14 Jess's advice of, "Shine On", always ending in all of his Facebook posts,
15 the Center presents this crystal recognition as a way for you to always
16 remember that you have shined on all of us. Thank you very much for
17 your service.

18
19 Gandara: Thank you.

20
21 Thacker: And I have one for Billy as well. But Billy's is a little bit different. Billy's is
22 in the shape Pegasus the mythical horse. And let me read to you why. At
23 the beginning of his life, Pegasus was a wild but noble creature. He was
24 drawn to clear tranquil springs who inspired humans to pursue poetry,
25 song, dance, art, history and astronomy. Pegasus himself was an
26 inspiring figure. Countless painters and sculptors tried to capture his
27 beauty and power. Besides his ability to fly, which literally set him above
28 all other horses, Pegasus has an arsenal of supernatural powers.
29 Wherever his hoof struck the earth he created beautiful springs with water
30 that could inspire everyone. Much like Pegasus, Billy Garrett has the
31 capability to inspire others. He has been able to strike his hoof so-to-
32 say and inspire groups of people to better the animals at the center and all of
33 Doña Ana County with coalitions meetings and most of all action. Thank
34 you Commissioner Garrett for all you've done for the center and for our
35 animals in our care. Thank you. Thank you for that. That's all I have.

36
37 Gandara: Thank you Clint for that beautiful gesture. It's much appreciated to you
38 and your staff. Thank you. Very thoughtful.

39
40 **C. Committee Reports**

41
42 **1. Finance - David Dollahon, Committee Chair**

43
44 Gandara: Okay, on to committee reports. Finance. Hello.

1 Saffell: Good morning Madam Chair, Members of the Board. My name is Josh
2 Saffell and on behalf of the Finance Department I would like to present the
3 unaudited financials as of November 2018. Here on our second slide we
4 see the Balance Sheet. The General Fund is showing about \$462,000 in
5 cash and close to \$89,000 in receivables. There's a \$76,000 showing for
6 total liabilities. That includes the \$20,000 that we received in advance for
7 the PetSmart Grant. So we recognize that as a liability until the
8 expenditures hit. For fund balance we have a total of \$474,000, of that
9 \$251,000 is our required reserve and that leaves an unassigned fund
10 balance of \$224,000.

11 For our operations we show the General Fund showing \$1,390,000
12 in revenues and total expenditures are at \$1,136,000. So this left us with
13 a positive change in the fund balance of \$254,000. The revenues for the
14 month are at 47.7% and our total expenditures are at 37.8%. Our budget
15 parameter is 41.7%, so revenues are looking good and so are our
16 expenses as well.

17 Here we show actual revenues compared to the budget. The
18 actual revenues of \$1,390,000 are mainly due to Doña Ana and City
19 contributions as per the Joint Powers Agreement.

20 This is our expenditures comparison. We see almost all
21 expenditures are below the 41.7 budget parameter. With two exceptions,
22 that would be the insurance which is at 43% and services which are
23 43.9%. The insurance, of course as we discussed is a matter of when the
24 premiums are paid and the services again that went back to the increase
25 in costs that was incurred for medicine and other things that took place
26 several months ago. So those are why those are, but we can see that
27 they are coming down and getting closer to that parameter amount of
28 41.7%.

29 In our capital projects fund we show cash of \$898,000, liabilities of
30 \$77,000. There is a restricted amount of \$50,000. That is for the amount
31 for the cat room that's set aside specifically for that. That's why we're
32 showing that as restricted and, of course a committed fund balance,
33 committed because it is set aside specifically for the construction, of
34 \$771,000. So that will conclude the presentation for November financials.
35 Are there any questions?

36
37 Gandara: Thank you Josh. Any questions? Yes Mr. Dollahon.

38
39 Dollahon: Josh could you go back one slide to the restricted? Could you follow-up
40 with Public Work staff? I don't know where they are in the billing for the
41 contractor, but I want to make sure that they're allocating that and they're
42 aware of that \$50,000 as they need to be itemizing that bill out so we can.
43 I don't think they're there yet, but could you follow-up with them to make
44 sure that they're aware to have Warren itemize that out as their next bills
45 come in and we may need to do corrections if there were cat room
46 expenses beforehand up to date. So, if you could do that.

1
2 Saffell: Yes. Make sure that Public Works is getting us that information, so that
3 we can make sure that's adjusted correctly.
4

5 Dollahon: Yes.
6

7 Gandara: Thank you Mr. Dollahon. Any other questions? Thank you Josh.
8 Appreciate it. Happy Holidays to you.
9

10 Dollahon: Madam Chair. On the rest of the Financial Report, we don't have anything
11 else to report.
12

13 Gandara: Okay. Thank you.
14

15 **2. Executive - Kassandra Gandara, Committee Chair**
16

17 Gandara: Okay, Executive Meeting. We met impromptu yesterday. We spoke of
18 the agenda. Clint gave me updates on what's happening in the facility.
19 Lots of work being done, transitioning from one data system to the other,
20 and I think that's exciting. We had a visit from Best Friends, so we had a
21 meeting specifically last night to discuss some of the strengths and areas
22 of improvement and a report that we expect in the next few weeks. I
23 understand that there will be a visit. They will be coming back. Jessica
24 specifically, the week of, I want to say January 7th, and she will be here to
25 give a presentation at our next Animal Services Meeting in January. So
26 really looking forward to that and that's all I have I think at this point.
27

28 **3. Facilities - Greg Smith, Committee Chair**
29

30 Gandara: Facilities.
31

32 Smith: Thank you Madam Chair. We didn't have a quorum, but Mr. Thacker and I
33 looked at the facility at what was going on there and he pointed out
34 several things to me. A very good report from Mr. Kinney that's very
35 helpful as far as what's actually happening with the construction. But also
36 Mr. Thacker pointed out that of the five HVAC motors, three have had to
37 been replaced recently.

38 Also one of the things that Mr. Kinney mentioned, he was showing
39 where there was a plumbing change and that has resulted in the facility,
40 Animal Services Center having to use a laundry service to take care of all
41 of the things that need to be washed and so that's ended up being rather
42 expensive, however it's also fit within the budget since there were
43 contingencies.

44 One of the things that wasn't mentioned, but which was pointed out
45 to me by Mr. Thacker is that we're having data ports installed in the
46 kennels and various areas so that much like what you see at a hospital

1 where people are able to go around and log-in and keep up with things.
2 That same sort of capacity will exist at the Animal Services Center, which I
3 think is very up-to-date, very current, very appropriate.

4 Also where the house down under used to be, they were able to
5 tear it down. There was no asbestos so there was no worry about that.
6 And five kennels are going to be added there. So I think the facilities area
7 is coming along very well, certainly a lot of exciting work happening
8 currently. And the ongoing discussion about what will be happening with
9 the GO Bond. Thank you Madam Chair.

10
11 Gandara: Thank you Board Member Smith. Any questions, concerns?

12
13 **D. Zero in 7 Update**

14
15 Gandara: Okay. We are moving to the Zero in Seven update. Ms. Gilbert. Good
16 morning.

17
18 Gilbert: Good morning. Jean Gilbert, Secretary for the Coalition for Pets and
19 People. Here is the Coalition mission statement which was adopted in
20 March 2017. Here is the listing of animal welfare organizations that will be
21 represented here in the PowerPoint. The Coalition, this is a list of
22 activities we were at a special meeting, or Rick was at a special meeting
23 that he organized on spay and neuter, and that was November 1st. The
24 Coalition was represented also with an ACTion Programs for Animals
25 microchipping event with ACES in Salem on November 3rd. Many
26 Coalition members attended the Animal Care Task Force meeting
27 November 16th. And then Rick I know represented, and there were other
28 Coalition members for the Caroling for Kitties, which was November 25th.
29 And here's some information on the spay and neuter meeting. They
30 discussed and I know Clint was at that meeting, and there was an
31 inventory of what the area spay/neuter services are. And then now
32 formulating questions based on those services in terms of what are going
33 to be next steps. And Dr. Short has offered to provide services at the
34 Shelter and of course that has to be worked out.

35 Here are some of the upcoming events and there've already been
36 some pet photos with Santa. I think just about every pet in Las Cruces will
37 have had an opportunity to have their photo taken with Santa between
38 S.N.A.P and Safe Haven and APA and other area groups. And in addition
39 to those pet photos with Santa, HSSNM is doing a Holiday Gift Box
40 Project. And the next coalition meeting will be, we've taken a hiatus on
41 meetings, but we'll be starting back up in January.

42 Here are S.N.A.P's numbers, year-to-date through November. I'll
43 let you take a look at those numbers. With the vouchers issued and the
44 number of dogs and cats that have been spayed and neutered and also
45 the animals that have been spayed and neutered through their mobile
46 clinics, which they've had about one every month this year. Here are the

1 pictures taken from the S.N.A.Ps Pet Photos with Santa. They had the
2 Grinch and Santa there both and that was November 25th. Caroling for
3 Kitties, which is the next slide was also there. It was quite almost like a
4 bizarre feeling between S.N.A.P's raffles and the Caroling for Kitties and
5 inside were the Pet Photos with Santa was very well attended. The
6 proceeds, the tips from the caroling went towards transport costs for Cat's
7 Meow and ACTion Program for Animals. Caroling for Kitties was blessed
8 with having the Ukes Group, some of the members there. I think you can
9 see Rick, our Chair of the Coalition there in the back standing between
10 Michelle Corella and Chris Widra and Elaine Stachera sitting almost next
11 to Santa. There's a person in between I don't recognize, but Elaine was
12 the coordinator for the Caroling for Kitties.

13 And Cat's Meow this is their report. They have adopted over 70
14 cats this year, which I think is totally amazing. And one of their board
15 members Alison Reynolds is a very accomplished musician and here
16 she's shown at, I'm not sure this is exactly at Vintage Wines, but it's one of
17 the events that Allison did for Cat's Meow with her tips going to Cat's
18 Meow and then Vintage Wine donating a percentage of their sales.

19 And Michelle Corella, I think I told you last month that Michelle had
20 given a report, Michelle Corella for the Big Kitty Fix, but she didn't get it to
21 me in time to have it in last month, so here it is and here's a breakdown of
22 their amazing numbers since 2012 for spay and neuters and these are
23 largely community cats. And of course it includes not only the cats have
24 been spayed and neutered, but they've been vaccinated, microchipped
25 and ear tipped. Michelle wanted to include a thank you to the community.
26 Thank you to Dr. Starr and Martin for the Big Kitty clinics that they were
27 the participating veterinarians that was for 2012-2015. And then in 2016
28 Dr. Calista and her staff started hosting clinics on Sundays. And so Dr.
29 Starr and Dr. Calista, they are very grateful to them and their skilled staff
30 because it wouldn't have been possible. And they thank, also thank
31 S.N.A.P because S.N.A.P. offered the use of their clinic from 2012-2015.
32 And of course thanks goes to all the people who recognize the importance
33 of spaying and neutering and that includes the colony managers, many of
34 them, they're all spending money out of their own pockets to help cats.

35 Broken Promises Southwest, here are three cats that were recently
36 TNRed and of course they address feral cat over-population through TNR
37 as well as having a sanctuary for injured and un-releasable birds. And
38 they offer a foster/adoption program. And in the next slide you'll see a
39 picture of their cattery, outdoor enclosures. In addition to that work,
40 Broken Promises makes out shelters for colonies. I know Joe offered
41 eight that got taken immediately that he had made that were up for grabs
42 and they got snapped up right away. And also Rachel Snyder and Keith
43 Whelpley, who volunteer with APA, constructed something like 20-some of
44 these types of enclosures here recently that went to outdoor cats.

45 The Humane Society of Southern New Mexico's Report the picture
46 on the left and the picture on the right are from humane education

1 programs, Critter Connection Program. Zee is Teresa Ray's handsome
2 New Finland and that's him being much loved at Ocate High school. And
3 Casey Jobling, who's on the board of HSSNM with her little Teddy, who's
4 a maltese/poodle mix at Grace Village. In the center is a picture of a
5 couple who adopted a kitty from us who is a tri-pod kitty named Ellie.

6 Here are numbers. We've had 41 adoptions through November.
7 Twelve-hundred calls to our help-line, 295 sessions in humane education,
8 I wanted to point out that out of those we went to Vado Elementary and
9 met with four second-grade classes and did humane education sessions
10 with them. There are on-request sessions so they're in addition to our
11 Forever Friends Program and our Critter Connection Program. We also
12 had an on-request to go to Connelly Elementary, where we did four
13 kindergarten classes. We've helped 168 animals through our Cans for
14 Critters Program and I was so excited to see the number go to 8,000 now.
15 That's pretty amazing. Our microchip numbers are around 6,350 since
16 2014. This of course is a wonderful update. You can see these semi-feral
17 kitties how they looked a year ago and what they look like now and it's just
18 so inspiring.

19 ACTION Programs for Animals here are their numbers, their intake
20 12, adoptions 20 and microchips 17 for the month. Out of their many
21 adoptions last month you can see this German shepherd pictured at the
22 facility being adopted and then the picture to the right showing him how
23 quickly he adjusted in his new home. I think, of course APA we know they
24 are so progressive and the things they do are so amazing and to offer like
25 sleepovers for their animals for people to try them out and they've been
26 very successful with adoptions through that. Here's APA's report, a
27 breakdown of their numbers through November 30th. I looked back at
28 some slides because I was a little confused by this because it says
29 "through November 30th", but then when you look at the bottom there, it
30 says the total for August, which equals that number there. So I was a little
31 confused so I went back over the slides previously because we had some
32 breakdowns in October and then, of course I have all their numbers
33 through November. And so I counted 708 that they have rescued from
34 January through November of this year. So that's really amazing.

35 Cherished K-9's a picture of Coleman one of their adoptions this
36 month and that he is noted that he is in agility training with his new mom
37 proudly pictured there. I mentioned Rachel and Keith volunteering with
38 APA and also helping Cherished K-9's with this wonderful donation of
39 supplies to Cherished K-9's. I would like to note that there are some
40 heartbreaking things that happen in rescue work and you might be familiar
41 with that Cherished K-9's rescued Clover out of the Animal Shelter and
42 she soon thereafter had thirteen puppies and sadly each and every one of
43 them died. So this is the kind of thing that sometimes happens in rescue.
44 Very, very heartbreaking and Carla, in going back and getting some more
45 information, learned that this dog had had puppies less than a year apart

1 so it's just so sad. So it's been quite an emotional roller coaster for them
2 going through that.

3 Here are some slides of Doña Ana County Humane Society their
4 programs. I know Clint mentioned, I thought he said something about
5 eight adopted through their Senior Program for the month of November
6 which is wonderful. And then they have their Animal Relief Fund and this
7 is a picture of a little probably poodle mix in the middle there who had
8 cherry eye that was helped with the R-Fund. And then Doña Ana County
9 Humane Society as part of one of their recent fundraisers did the Paw-
10 Purr-Razzi Photo Fundraiser and there's a picture of a couple with their
11 little dog that participated in that.

12 And Safe Haven a picture of Dallas with his new family one of their
13 adoptions for November. And another adoption of this couple were their
14 adoption fee was waived through Picacho Public School Kids with their
15 project called Random Acts of Kindness and there is the letter from the
16 school from the kids that are in that project that the lady is showing there.
17 And then Safe Haven does Humane Education and this is a picture of one
18 of their dogs available for adoption at act and academy. Safe Haven has
19 adopted approximately 25 animals year-to-date.

20 Okay and Tails, I think most of you know that the Last Litter Inn
21 closed its doors the end of November. They operated for three and a half
22 months. During that short time they did amazing work helping 16 moms
23 and 161 puppies that checked in there at the Inn, and also 12 special
24 guests. They did all this with seven unpaid staff and many volunteers
25 providing over 3,000 hours of volunteer work. So I think it's important to
26 acknowledge the important work that they did. And to all the donors as
27 well and supporters and rescue people that were involved in that. Here
28 are pictures of a couple of the mom dogs with their puppies; Onyx and
29 Zora that were in that Last Litter Inn program. And Tails has an adoption
30 and foster program and Wilbur was rescued by Tails from an awful
31 situation and recently adopted. And then you can see a picture of Wilbur
32 with his teddy bear in his new home. Below is Quinn who was pulled from
33 a high-kill shelter in Roswell and later adopted by the Tails foster.

34 Forever Homes Animal Rescue pulled these dogs from our ASCMV
35 Animal Shelter and transported them to Albuquerque. They've helped
36 over 2,000 animals, mostly dogs since 2016. Jamie Jones is the
37 coordinator here in Las Cruces and their headquarters are in Alamogordo.

38 This is as mentioned before the Las Cruces Pet Network advocates
39 for animals in a variety of situations, animals in need. And this is a current
40 situation of a so-called sanctuary that the owner has been evicted and so
41 they're trying to find placement for 80 dogs and this is in Deming.

42 The Dog Park Coalition they have built a new hill at the Dog Park
43 and the dogs are really enjoying it. There's a picture of Kevin Armstrong
44 who is the president with his dog Roxie at the park. And then you see
45 some dogs pictured there enjoying the cooler weather playing Frisbee.
46 And that's the end if you have any questions.

1
2 Gandara: Thank you Ms. Gilbert. We really appreciate you and all the efforts of our
3 rescues and our advocates and Happy Holidays to each and every one of
4 you. Any feedback, concerns, issues? Okay, thank you.
5

6 **V. Action Items**
7

8 **A. Resolution 2018-26: Adoption of the ASCMV 2019 Holiday Schedule**
9

10 **B. Resolution 2018-27: Reasonable Notice of Meetings 2019**
11

12 Gandara: Okay next on the agenda is our action items. We have two, Resolution
13 2018-26, Adoption of the ASCMV 2019 Holiday Schedule.
14

15 Williams: Madam Chair.
16

17 Gandara: Yes.
18

19 Williams: May I move approval of both items A and B on action items, agenda item
20 six.
21

22 Gandara: Thank you. Do we have a second?
23

24 Garrett: Second.
25

26 Gandara: Any dialogue?
27

28 Eakman: Yes Madam Chair.
29

30 Gandara: Board Member Eakman. Yes.
31

32 Eakman: I find I'm trying to resolve in my mind resolution number 2018-26. It's titled
33 Holiday Closure Resolution, but instead it gets into the Holiday Policy.
34 And I wonder, I'm not sure if that's what's happened every year. If I'm
35 reading this correctly, Mr. Thacker maybe you can help me interpret. Are
36 you planning to be closed seven days during 2019 as it states?
37

38 Thacker: Yes. The holidays that are listed there are the holidays that the Center will
39 be closed.
40

41 Eakman: And in my own mind I'd be very satisfied if it ended there. If the resolution
42 ended there just stating the days they were going to be closed rather than
43 explaining probably City Policy on how holidays are administered for our
44 fulltime and part-time employees. I'm bringing that up for clarification and I
45 would ask consideration of the Board of helping me understand this or re-
46 title the resolution.

1
2 Thacker: Before I just stepped up here, Bernice did tell me that that's the way that
3 it's always been the way it's been presented.
4
5 Navarro: The bottom part of it, we've always presented those. City observes
6 additional days that they close for these holidays. At the Shelter we had
7 decided years ago that there were certain days that we are actually not
8 closing, but the employees do get them as what they call "floating
9 holidays." So they are considered part of our holidays, but we're not
10 closed. So they can use those holidays throughout the year after they've
11 earned them at that time. So that was the difference, in just having the
12 explanation for the two separate sections on it.
13
14 Eakman: Thank you. I would be just fine if I was the only person who voted in the
15 negative on this and everybody else passed it. I would just hope that in
16 the future we could have more clarity on what the resolution actually is to
17 state.
18
19 Gandara: Thank you Board Member Eakman. Board Member Smith.
20
21 Smith: Thank you Madam Chair. And I think for further clarification, Mr. Thacker
22 if I understand correctly when we say "closed" that means closed to the
23 public, but there will still be some staff present to make sure that
24 everything is operating safely and humanely and that sort of thing at those
25 times.
26
27 Thacker: Yes. All animals are cleaned, cared for, fed, full water, yes.
28
29 Smith: Thank you. Thank you Madam Chair.
30
31 Gandara: Board Member Garrett.
32
33 Garrett: Madam Chair. I think that Board Member Eakman raises an important
34 point and I'm wondering if it could be clarified by adding some language to
35 the title of the resolution so that the Resolution title said, "Resolution
36 Approving the 2019 Holiday Closure Schedule and Employee Holiday
37 Policy for the Animal Services Center for the Mesilla Valley".
38
39 Eakman: I would support an amendment to that effect.
40
41 Garrett: That being the case, I move that we amend the title to insert the words
42 "and Employee Holiday Policy" after the word "Schedule."
43
44 Gandara: Okay.
45
46 Smith: I'll second.

1
2 Gandara: Okay, there's an amendment on the floor. A motion to approve by Board
3 Member Eakman, second by Board Member Smith. Yes, Board Member
4 Gonzalez do you have a? Your light is on just so you know. Oh you're
5 ready, ready to vote. Okay, please poll the Board.
6
7 Baum: Board Member Gonzalez.
8
9 Gonzalez: Yes.
10
11 Baum: Board Member Eakman.
12
13 Eakman: Yes.
14
15 Baum: Board Member Garrett.
16
17 Garrett: Yes.
18
19 Baum: Board Member Smith.
20
21 Smith: Yes.
22
23 Baum: Board Member Williams.
24
25 Williams: Yes.
26
27 Baum: Chairperson Gandara.
28
29 Gandara: Yes. So the amendment passes correct? And now we're at the actual
30 passing of the resolution. Both of them? Do we have to separate them or
31 can we vote. Okay, so we are voting on the resolution with an
32 amendment. Is there public input? Thank you Board Member Garrett. No
33 public input, okay.
34
35 Baum: Board Member Gonzalez.
36
37 Gonzalez: Yes.
38
39 Baum: Board Member Eakman.
40
41 Eakman: Yes.
42
43 Baum: Board Member Garrett.
44
45 Garrett: Yes.
46

1 Baum: Board Member Smith.

2

3 Smith: Yes.

4

5 Baum: Board Member Williams.

6

7 Williams: Yes.

8

9 Baum: Chairperson Gandara.

10

11 Gandara: Yes.

12

13 VII. PUBLIC INPUT

14

15 Gandara: Okay, on to public input. We have some, okay come on down Mr. Bryce.
16 Good morning.

17

18 Bryce: Frank Bryce, Humane Society Southern New Mexico. First off I want to
19 wish everybody that's watching and you folks happy holiday and safe one.
20 We have had an interesting year. I was very pleased with what Jean just
21 presented. Unfortunately, that thing over in Deming is not getting cleared
22 up very quickly. I was called this morning. If anybody wants to donate to
23 feeding the animals that are left at this point, they can contact the Humane
24 Society of Southern New Mexico and we can help do that or Jamie Jones
25 who is with the other organization that's working on it.

26

27 But as kind of an uplift to our sort of the meeting for a change I
28 suppose, I'd like to introduce what we think of as kind of a Christmas
29 present, Jeff Murphy has joined our board and he is already kind of run
30 me around a little bit with new ideas and new energy. He and I were
31 actually supposed to go over yesterday or day before yesterday to Deming
32 and he was going to help me scan dogs and get inventory for that case.
33 We couldn't quite get the legal issues arranged, but I would like to
34 introduce Jeff Murphy.

34

35 Gandara: Welcome Mr. Murphy. Thank you for being here.

36

37 Murphy: Thank you.

38

39 Gandara: And congratulations.

40

41 Murphy: Appreciate it thank you very much.

42

43 Gandara: Yes.

44

45 Murphy: I'm excited to be aboard so we're hopefully going to be able to be a little
46 bit more head-on with the cure to the problem and trying to get it to where

1 we're not having this many issues. And try and get some more backing so
2 that we can get more assistance, and more public involvement.

3
4 Gandara: Yes. Thank you. Really excited to see what you all are.

5
6 Bryce: Let me add one other thing. I inherited in a matter of speaking, six cats
7 yesterday into our program. Jeff sent me a note and I wanted him to kind
8 of mention it because this time of year we know there's a lot of happiness
9 in the season, but we also need to keep our mind on what can happen
10 and he's fostering a cat I wanted him to kind of mention so we keep our
11 eye on the ball.

12
13 Murphy: Yes, I actually got a call from a person that I know that's a friend of mine.
14 Her and her boyfriend were out on a drive and found a kitten strung up
15 with twine by its back legs hanging from a bucket of a tractor. They cut it
16 down, took it in to the vet. The vet at first said, "You know, I'm not sure
17 that we're going to be able save the leg or not." I don't have any way to
18 show pictures here, but it was pretty mangled. It was pretty swollen up
19 and everything and luckily enough she is a nurse, she sat there and took
20 the time to débride it every day because they told her that because of the
21 restriction from the scarring and the scabbing that was what was going to
22 prevent them from being able to save the leg. She debrided is every day.
23 I took it in last night because she is completely allergic to cats. And did all
24 this care for that cat, including the fact that it wasn't even weaned yet, she
25 was having to bottle-feed and syringe-feed this cat. And I took it in last
26 night and she's a great little kitten. She's on all fours, playful, she loves to,
27 she was actually playing around with me today. I was getting ready to
28 come over here and she'd hide behind the wall and jump out at me.
29 They're great animals. So like you said we kind of need to keep our eye
30 on the ball. There is that out there where people are doing stupid stuff
31 and they're abusing animals and I don't know if it's just out of malice or if
32 it's a situation of they think that's the easiest way to get rid of it.

33
34 Gandara: Thank you.

35
36 Murphy: Thank you.

37
38 Gandara: Thank you for rescuing and for caring for it.

39
40 Murphy: Not a problem. Thank you.

41
42 Gandara: Any other public comment? Seeing none.

43
44 **VIII. CHAIR AND BOARD COMMENTS**

45

1 Gandara: We will move to Chair and Board comments. I'd like to begin and say that
2 this is our Vice-Chair Williams last meeting. I want to extend my heart-felt
3 gratitude for your leadership, your immense knowledge and expertise. I
4 have the utmost respect for what you do and what you continue to do as
5 far as your leadership. Jess I loved working with you and you're going to
6 be sorely missed. Congratulations and best wishes and "Shine On" my
7 friend.

8 Lastly, but certainly not least, Board Member Garrett. I can't
9 express enough what your leadership has meant to me as Chair of this
10 Board. Your institutional knowledge and experience has been just
11 incredible. Your compassion and thoughtfulness, care and consideration,
12 and you vision especially has been appreciated. I just want to thank you.
13 We sit on many Boards together and I didn't get an opportunity to say that
14 to you at our Coalition, and I just want to say thank you. Thank you for
15 everything that you've done for me and the boards that you sit on and
16 really for this community.

17 Well happy holidays and I look forward to a great New Year. I think
18 we're going to start off excellent with a presentation from Best Friends and
19 sort of next steps. The supportive services that I know that they're going
20 to provide to the Center and I appreciate everybody in this room and your
21 dedication, so thank you. Vice-Chair Williams.

22
23 Williams: Well, first off thank you Madam Chair for those kind remarks. I want to
24 thank Clint and the staff at the Animal Services Center, Bernice and Steve
25 and everybody over there. This has been a good ride and I think we've
26 done important work together and I think that the reason for that is there's
27 a real spirit of teamwork. And I've been privileged to be a part of it for the
28 better part of nine years. When I came on this Board, Toby was two and
29 the little man's 11 now. His breath is a little stinkier, he's a little more
30 cranky in the mornings, but we're still getting everything done that we
31 need to do.

32 I want to thank my fellow Board members. Serving on this Board
33 with you has been an honor. I've learned much from each of you and I
34 respect and value each of you very, very much.

35 I want to thank Becky. Becky has, she plays a very silent but
36 important role in making sure that our minutes are kept and that they're
37 accurate.

38 I want to thank all the animal advocates in the community for the
39 continued work that you do and that for your passion even when we don't
40 see eye-to-eye on some issues, the respect for what you do for the
41 animals never waivers.

42 Want to thank our Animal Control professionals in both the City and
43 the County. As Board Member Garrett said earlier, "We don't oversee
44 you, but you are part of the team". And the collaborative effort over the
45 last nine years has improved and I'm happy to see that improvement
46 continue.

1 I'm not going anywhere. Las Cruces is my home and when I retire
2 I'm downloading all these apps on my phone that I can identify bugs and
3 leaves and plants by just taking a picture of them and then it will tell me
4 what they are and I'm going to be wandering around with my grand-
5 daughter learning about bugs and plants in Las Cruces so you'll see us
6 out and about in the different parks.

7 And finally I just want to thank Jean Gilbert and Rick Hahn, they put
8 on a little event Tuesday evening to say thank you to me and Billy and
9 they gave me this little Christmas ornament that looks like a Yorkshire
10 Terrier and the hardest part about owning an animal is when you have to
11 say goodbye and that day will come, but I'll always have this little guy too
12 remind me. Thank you, all of you, for everything. I appreciate it very
13 much. It's been a great opportunity. It's been a learning opportunity and
14 it's been great to be a part of the team. Thank you.

15
16 Gandara: Board Member Smith.

17
18 Smith: Thank you Madam Chair. You've expressed so beautifully my feelings
19 and I'm sure much of the Board as far as these two gentlemen. I also
20 have to point out that at their departure I become the longest serving
21 member of this Board. Nothing I have really anticipated, but nonetheless
22 they really have each in their own unique and wonderful way set great
23 examples for us. And the advocacy, the passion, the caring, has been
24 intense and has been productive. And so I thank you both very sincerely
25 for your service. And for what I know you're going to continue to do for our
26 community and for this particular community. So thank you very much,
27 thank you Madam Chair.

28
29 Gandara: Thank you Board Member Smith. Board Member Garrett.

30
31 Garrett: Thank you and thank you for the kind words. It's been a pleasure, it's
32 been a ride. I think it's in reflection my work with this Board and with all of
33 you has probably been the most emotional part of what I've done as a
34 County Commissioner. I just was reflecting on the fact that I've been one
35 of the people who has been a real advocate for data and for plans and for
36 all that sort of stuff. I have not been one of the members of this Board
37 who's been out a lot to the Shelter and that was intentional on my part. I
38 decided to take a particular approach to the work that I saw that was
39 needed here. I don't think that this works for everybody, but it was
40 something that worked for me because quite frankly I get out, I see an
41 animal in need I'm going to start investing all my energy in helping that
42 one animal. And what I saw when I was running for the Commission the
43 first time I actually went out, did a tour, talked to Dr. Beth and I said "This
44 is something that can be made a whole lot better." Not blaming anybody
45 just saying I think this is important work that needs to be done. And I think

1 the other part was I said "I can't do this personally one animal at a time." I
2 need to be able to use what I can bring to look at the whole picture.

3 And so as I am preparing to leave, there are a couple of things I
4 just wanted to say. I did a quick count comparing the number of animals
5 euthanized in 2010 which was the year before I came on and then the last
6 data that we had for last year. We have collectively, by comparison with
7 that initial year, saved over 25,000 lives. That's important to know. And I
8 want to emphasize that this was something we did together. Early on it
9 became very clear that there was a lot of confusion about roles relative to
10 the Animal Control Officers, advocacy groups and the Shelter. I think it's
11 appropriate for this Board to be focused on what's happening at that
12 Shelter, but understanding that it is embedded within a public and private
13 environment. And so I'm going to make a suggestion that early in the
14 year, either January or February that one of the things that you do is to
15 consider a resolution to renew the Zero in Seven commitment. This Board
16 made a commitment to Zero in Seven when it was first rolled out. We're
17 getting into the end of it or something like that, but I think the goals are still
18 going to be important. There are different conditions in the community. I
19 think it's going to be important for the Board and the Shelter staff and
20 management to understand what the common goal is. There are certain
21 things that are just, they take on a life of their own. We're going to be
22 dealing with or receiving, benefitting from new facilities. That's good.
23 That's important. That's going to address a number of concerns that have
24 been raised by the community and the Board and that I think was felt by
25 staff and by management. In and of itself that is not going to reduce the
26 number of animals who are killed at the Shelter who otherwise don't need
27 to be killed unless we're able to use that facility in particular ways.

28 So first request is that you have an updated resolution that you
29 consider. I'm going to suggest that the main reason to do that is to renew,
30 recommit to a goal of a 90% live release rate or higher. That effectively
31 puts us into an operational no-kill realm as a public shelter. Having a
32 common goal is important for an effort like this. And again, I'm talking
33 about this as a whole. I think it's important to look at the strategy with the
34 12 points and say, where are we on all these different things. I was
35 reflecting on the fact that the number of releases from the Shelter has
36 gone down. At the same time we have increased number of releases that
37 are going on in the field, so you know there's a part of that that's going on
38 and all of that to some degree has to do with how well our microchipping
39 program is going and again program is for everybody.

40 I want to say the reason, we're data heavy and there are a lot of
41 organizations that would not put up with this, but I would say that if we're
42 serious about reducing unnecessary euthanasia the only way to help
43 everybody understand what's going on is to use data. And so, that's what
44 keeps these meetings out of the realm of simply being reports and
45 anecdotes and complaints, and actually into seeing how our policies are
46 being implemented and whether or not we're getting results. And that's

1 critical to the purpose of this Board. I will say that the data's important in
2 the sense that you will, if you measure what matters, you're going to get
3 people focusing on what matters. And so it's not just about measuring
4 anything. I would observe that my sense is that we have two primary
5 areas that need to be really worked on hard. One is public policy and
6 enforcement relative to the animals that are being picked up, that are
7 strays, and I think we had a little bit of discussion about that. I think the
8 real underlying question for me is whether we, as the City and the County,
9 have put in place ordinances that go beyond public health and safety into
10 areas that are actually about more social norms than they are about real
11 safety. And then I think looking at how other communities function and
12 what their regulations is something that would be worthwhile to check on.

13 I keep saying I'm not sure that you know it was 137 cats or
14 something like that, I am not sure how much of a public threat they
15 represented and yet we ended up killing them and so it's like, "Okay, well
16 what are we actually accomplishing through collecting animals that
17 marginally are at risk or pose a risk as opposed to putting them into the
18 Shelter where they have a higher risk of being killed." We just need to
19 work through those issues.

20 The other is spay and neuter. We've known for a long time, we
21 have got to get the numbers up. I think this is something that's a
22 combination of public and private and non-profit efforts. But I think in
23 terms of the target for the public programs that should be run by the
24 Shelter, we need to be thinking at the right scale, and the right scale is
25 not, "Oh we've got a 1,000 or 1,500 surgeries done." We need to be
26 thinking about doing more than a 1,000 a month in order to sustain a
27 change in the population in the County and the City. We need to get to
28 that scale. But I'll tell you, as much as that seems like a really big number,
29 when we started off talking about how do we save more animals the idea
30 of saving 25,000 lives seemed beyond belief. But we did it by taking small
31 steps and making improvements every day and working toward our goal of
32 Zero in Seven. So I just want to encourage you to maintain this, keep the
33 faith, that's my saying, "Keep the Faith" and continue to do work in a very
34 civil, collaborative and inspired way.

35 Something else that struck me and it's like I personally know this, is
36 that behind every animal issue is a human story and we have to
37 remember the people. It's not just about animals, it's about people and
38 animals. And if we keep that and we work together, this is a Board and a
39 community and an organization that can do great things. I want to thank
40 you all for the work you've done. There are still significant challenges out
41 there, but I believe we're in good footing to move forward. Thank you so
42 much.

43
44 Gandara: Thank you so much Board Member Garrett. Board Member Eakman.
45

1 Eakman: Thank you Madam Chair. I would like to thank Vice-Chair Williams and
2 Board Member Garrett very much. You've been mentors to me and my
3 journey has been made a lot easier by what you've done. Vice-Chair
4 Williams you've not only been a leader, you've been a peacemaker at
5 times with this group and soothed things down when we had some rough
6 patches. Very much appreciate it.
7 Commissioner Garrett you're a champion, and you'll continue to be
8 a champion we'll listen to. You're very passionate about your beliefs. You
9 and I, I think have enjoyed sparring from time to time with different
10 opinions on things and I can't help that you're often wrong, but you're
11 never in doubt, it seems, about your positions on those things. It's been
12 very enjoyable. The transition, we're going to depend very much on our
13 management. And Mr. Thacker you are the legacy of Vice-Chair Williams
14 and Board Member Garrett. You are the legacy moving forward. You're
15 what they're leaving behind here as something positive and something
16 that's going to keep things on the positive track. You and Bernice and
17 Steve, you have to accept that mantel. We're going to have a little bit of a
18 learning curve coming up here. If I understand we won't even know which
19 Commissioners come to this Board until the 8th of January and then we
20 meet two days later. And so no time for orientation, no time for anything
21 except showing you where the seat is. So we'll hang on. Board Member
22 Gonzalez, you're going to have to stay with us no matter what okay? But
23 anyway, thank you all so very much. Best of the season.
24
25 Gandara: Thank you Board Member Eakman. Board Member Gonzalez.
26
27 Gonzalez: I'm so glad to have served with both of these gentlemen. I've had a good
28 education from both of you and you guys are the very best. Because you
29 are the best. And I just want to wish both of you the very best. You are
30 what we consider you being such advocates for this organization. And I
31 think I'll probably see you guys probably out in the audience coming up
32 and giving us some feedback. And I've just enjoyed it guys and I just can
33 say is that you guys are true champions and continue what you've been
34 doing and you're awesome and thank you for me serving with you. God
35 bless you guys. Thank you.
36
37 Gandara: Thank you Board Member Gonzalez. Board Member Dollahon.
38
39 Dollahon: Billy and Jess I'll say Godspeed and God bless and you've been great to
40 work with and we appreciate having you here. You are part of the legacy
41 that made this all happen. And for the members of the public out there, I
42 will offer to you, you should look to these two gentlemen who set the
43 perfect example for being compassionate about everyone including
44 humans and animals. So thank you for all you've done.
45
46 Gandara: Thank you Board Member Dollahon.

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VI. ADJOURNMENT (10:47 AM)

Gandara: Okay now we are at adjournment. Can I get a motion to adjourn?

Smith: So moved.

Gandara: Okay. Second?

Eakman: Second.

Gandara: All right, we are adjourned, thank you.

BOARD OF DIRECTORS

Kasandra Gandara, Chairman

Jess C. Williams, Vice Chairperson

Jack Eakman, Board Member

Billy G. Garrett, Board Member

Ramon Gonzalez, Board Member

Gregory Z. Smith, Board Member

ATTEST:

Amanda Lopez Askin, County Clerk

MEMORANDUM

To: Animal Service Center of the Mesilla Valley Board of Supervisors
From: Maria Villa, Accounting Manager **Initials:** *mw*
Date: January 9, 2019 **File #:**
F-19-002


Subject: Animal Service Center of the Mesilla Valley Unaudited Financial Reports for December 31, 2018.

Attached are the unaudited financial results of the Animal Service Center operations for the period ending December 31, 2018, below are some observations for your consideration:

- The Statement of Net Position (page 1) shows a cash balance of \$408,120 in the General Fund. There are outstanding account receivables in the amount of \$88,776, \$88,636 from Dona Ana County and \$140 from Sunland Park. There are no outstanding accounts payable balances for the month. In addition, The General Fund has \$53,142 in outstanding payroll liabilities and a \$20,000 PetSmart Grant in Revenues Collected in Advance.
- The Capital Projects Fund also on page 1 shows a cash balance of \$705,654. There are no outstanding receivables in the Capital Fund. There are \$77,000 in Revenues Collected in Advance for a PetSmart Grant that has not been expended.
- The Statement of Revenues and Expenditures (page 2) shows YTD operating revenues in the General Fund are \$1,591,047. YTD operating expenditures are at \$1,387,521 which results in an increase in Net Fund Balance of \$203,526.
- The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget to Actual (page 3) indicates 54.6% of budgeted revenues and 46.2% of budgeted expenditures have been recognized. The current budget parameter for this month is 50.0%.
- Repair and maintenance expenditures were at 61.3%, or 11.3% above budget, this was due to the \$6,696 vehicle work order repair, and the Warren Construction payment of \$10,723 for the demolition and removal of the existing infirmary structure.
- Service expenditures were at 4.7% above the 50.0% budget parameter because of the canine distemper outbreak treatment.

- The Grants and Donations Schedule on page 7 provides a summary of grants and donations received.

CC: Barbara De Leon, Interim Deputy Finance Director

Initials: 

CC: Amador Espinosa, Financial Reporting Analyst

Initials: AE

Animal Service Center of the Mesilla Valley
Statement of Net Position
December 31, 2018 (Unaudited)

	<u>Fund 7440</u> <u>General Fund</u>	<u>Fund 7441</u> <u>Capital Projects</u>	<u>Fund 9440</u> <u>Capital Assets</u>	<u>Statement</u> <u>of</u> <u>Net Position</u>
Assets				
Current Assets				
Cash & investments	\$ 408,120	\$ 705,654	\$ -	\$ 1,113,774
Accounts receivable	88,776	-	-	88,776
Total Current Assets	<u>496,896</u>	<u>705,654</u>	<u>-</u>	<u>1,202,550</u>
Capital Assets				
Equipment, net of accum depr	-	-	247,168	247,168
Total Capital Assets	<u>-</u>	<u>-</u>	<u>247,168</u>	<u>247,168</u>
Total Assets	<u>\$ 496,896</u>	<u>\$ 705,654</u>	<u>\$ 247,168</u>	<u>\$ 1,449,718</u>
Liabilities				
Current Liabilities				
Accounts payable	\$ -	\$ -	\$ -	\$ -
Accrued Wages Payable	-	-	-	-
Accrued payroll liabilities	53,142	-	-	53,142
Revenue Collected in Advance	20,000	77,000	-	97,000
Total Current Liabilities	<u>73,142</u>	<u>77,000</u>	<u>-</u>	<u>150,142</u>
Fund Balance				
Required reserve	250,509	-	-	250,509
Restricted	-	50,000	-	50,000
Unassigned	173,245	578,654	247,168	999,067
Total Fund Balance	<u>423,754</u>	<u>628,654</u>	<u>247,168</u>	<u>1,299,576</u>
Total Liabilities and Fund Balance	<u>\$ 496,896</u>	<u>\$ 705,654</u>	<u>\$ 247,168</u>	<u>\$ 1,449,718</u>

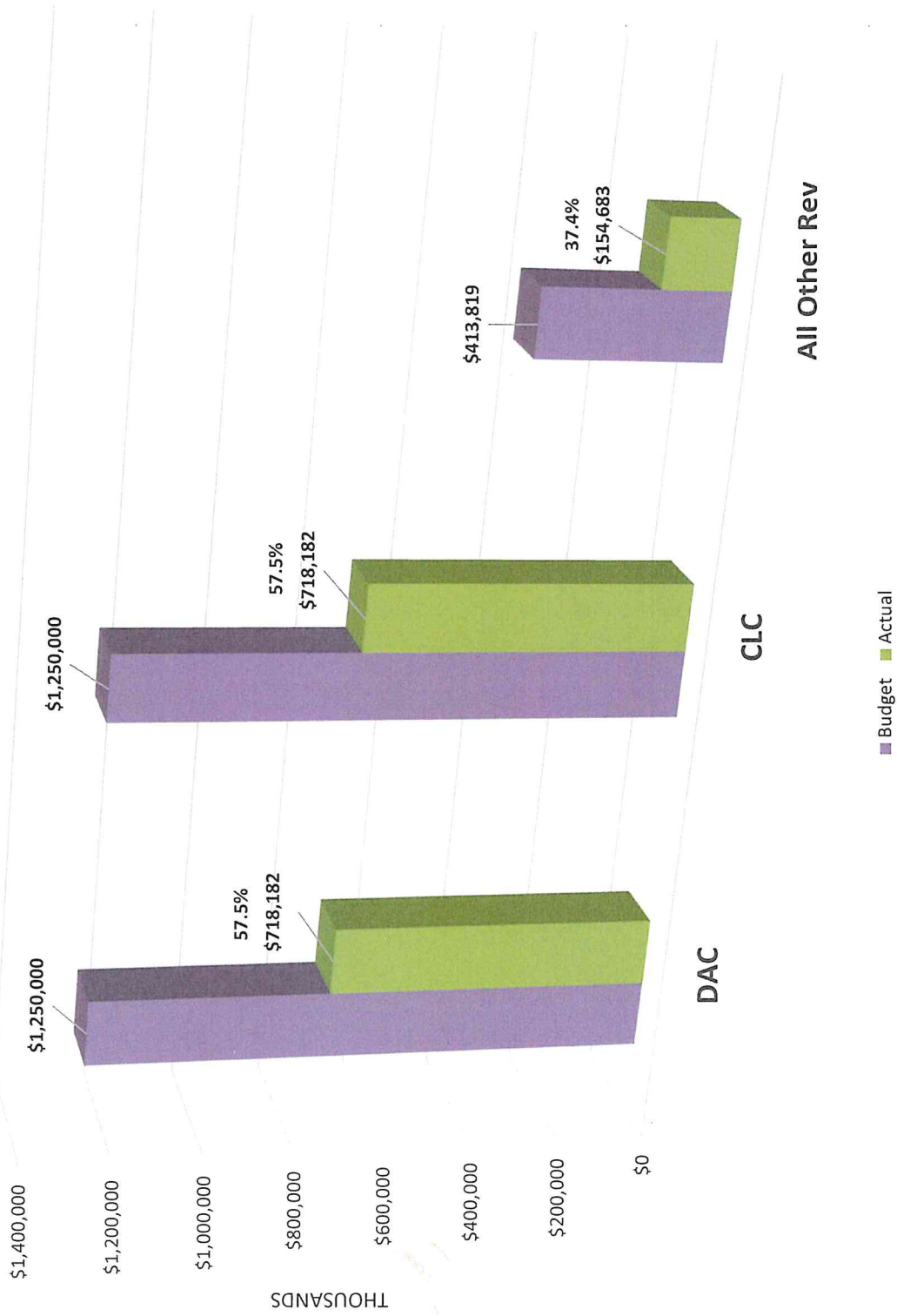
Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance
For the Period Ended December 31, 2018 (Unaudited)

	General Fund 7440 Actual	Capital Projects 7441 Actual	Fixed Assets 9440 Actual	Total
Revenues				
Pet licenses CLC	\$ 19,055	\$ -	\$ -	\$ 19,055
Pet licenses DAC	9,041	-	-	9,041
Vaccinations	9,510	-	-	9,510
Pet micro-chip	10,273	-	-	10,273
Onsite adoptions	18,350	-	-	18,350
Return to owner-Dona Ana Co	4,874	-	-	4,874
Return to owner-City of Las Cru	11,832	-	-	11,832
Spay/neuter	27,833	-	-	27,833
Dona Ana County	718,182	-	-	718,182
City of Las Cruces	718,182	-	-	718,182
City of Anthony	2,695	-	-	2,695
Donations & memorials	15,830	-	-	15,830
City of Sunland Park	140	-	-	140
Village of Hatch	105	-	-	105
Other revenue	22,451	38,000	-	60,451
Investment income	2,694	-	-	2,694
Total revenues	1,591,047	38,000	-	1,667,047
Expenditures				
Personnel	921,572	-	-	921,572
Temp agency services	40,346	-	-	40,346
Repairs and maintenance	27,596	-	-	27,596
Services	243,282	-	-	243,282
Supplies	101,623	-	-	101,623
Insurance	38,638	-	-	38,638
Other	14,464	-	-	14,464
Depreciation & amortization	-	-	18,823	18,823
Capital outlay	-	424,697	-	424,697
Total expenditures	1,387,521	424,697	18,823	1,831,041
Net Operating Income (Loss)	203,526	(386,697)	(18,823)	(201,994)
Transfers	-	-	-	-
Net Change in Fund Balance	203,526	(386,697)	(18,823)	(201,994)
Net Investment in Capital Assets	-	-	-	-
Beginning Fund Balance	220,228	1,015,351	265,991	1,501,570
Ending Fund Balance	\$ 423,754	\$ 628,654	\$ 247,168	\$ 1,299,576

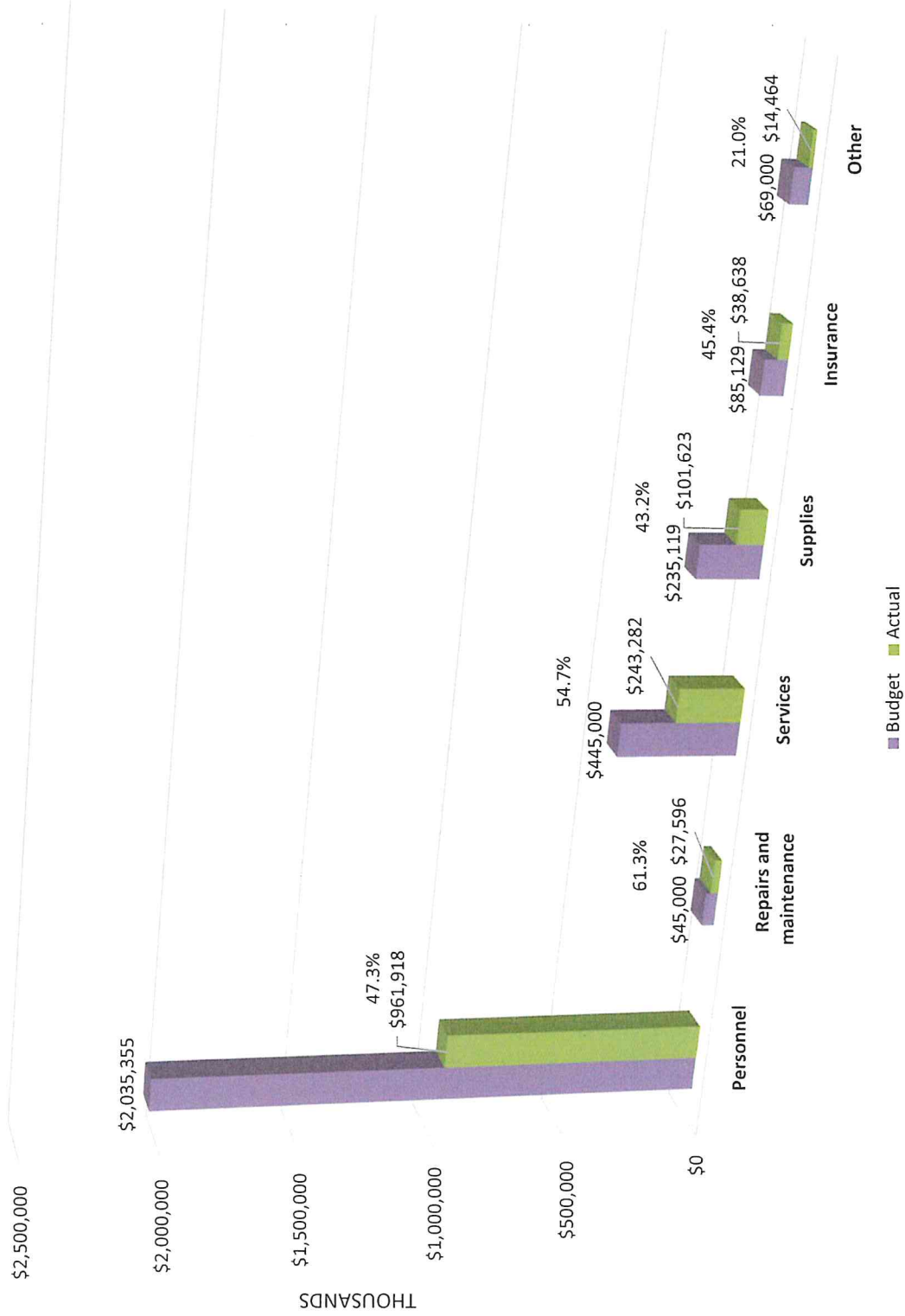
**Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance - Budget and Actual
For the Period Ended December 31, 2018 (Unaudited)**

	<u>Budget</u>	<u>Actual</u>	<u>Actual/Bgt %</u>
Revenues			
Pet licenses CLC	\$ 50,000	\$ 19,055	38.1%
Pet licenses DAC	20,000	9,041	45.2%
Vaccinations	30,000	9,510	31.7%
Pet micro-chip	50,000	10,273	20.5%
Onsite adoptions	60,000	18,350	30.6%
Return to owner-Dona Ana County	10,000	4,874	48.7%
Return to owner-City of Las Cruces	25,000	11,832	47.3%
Spay/neuter	70,000	27,833	39.8%
Dona Ana County	1,250,000	718,182	57.5%
City of Las Cruces	1,250,000	718,182	57.5%
City of Anthony	3,000	2,695	89.8%
Donations & memorials	33,619	15,830	47.1%
City of Sunland Park	2,000	140	7.0%
Village of Hatch	200	105	52.5%
Other revenue	23,000	22,451	97.6%
Investment income	17,000	2,694	15.8%
Total revenues	<u>2,913,819</u>	<u>1,591,047</u>	54.6%
Expenditures			
Personnel	1,935,355	921,572	47.6%
Temp agency services	100,000	40,346	40.3%
Repairs and maintenance	45,000	27,596	61.3%
Services	445,000	243,282	54.7%
Supplies	235,119	101,623	43.2%
Insurance	85,129	38,638	45.4%
Other	69,000	14,464	21.0%
Capital outlay	91,500	-	0.0%
Total expenditures	<u>3,006,103</u>	<u>1,387,521</u>	46.2%
Net income (loss)	<u>(92,284)</u>	<u>203,526</u>	
Transfer to capital from operations	<u>-</u>	<u>-</u>	
Net change in fund balance	<u>\$ (92,284)</u>	<u>203,526</u>	
Beginning Fund Balance		<u>220,228</u>	
Ending Fund Balance		<u>\$ 423,754</u>	

Animal Service Center of the Mesilla Valley
 Annual Budget vs. Actual Year -To-Date
 December 31, 2018 - Revenues
 Budget Parameter 50.0%



Animal Service Center of the Mesilla Valley
 Annual Budget vs. Actual Year-To-Date
 December 31, 2018 - Expenditures
 Budget Parameter 50.0%



**Animal Service Center of the Mesilla Valley
Statement of Revenues, Expenditures,
And Changes in Fund Balance
July 2018 Through June 2019 (Unaudited)**

**General Fund
7440**

	Revised Budget	July-18	August-18	September-18	October-18	November-18	December-18	Total	Actual/Bgt %
Revenues									
Pet licenses CLC	\$ 50,000	\$ 5,234	\$ 3,556	\$ 3,046	\$ 3,664	\$ 1,580	\$ 1,975	\$ 19,055	38.1%
Pet licenses DAC	20,000	1,764	1,196	1,002	1,548	1,571	1,960	9,041	45.2%
Vaccinations	30,000	2,238	1,715	1,095	1,972	1,245	1,245	9,510	31.7%
Pet micro-chip	50,000	2,924	1,483	1,463	1,853	1,415	1,135	10,273	20.5%
Onsite adoptions	60,000	2,632	2,295	2,390	4,210	4,677	2,147	18,350	30.6%
Return to owner-Dona Ana C	10,000	1,076	571	956	1,141	502	628	4,874	48.7%
Return to owner-City of Las C	25,000	1,977	2,026	1,709	2,142	1,830	2,148	11,832	47.3%
Spay/neuter	70,000	5,641	6,506	3,793	5,766	2,790	3,337	27,833	39.8%
Dona Ana County	1,250,000	275,000	88,636	88,636	88,636	88,636	88,636	718,182	57.5%
City of Las Cruces	1,250,000	275,000	88,636	88,636	88,636	88,636	88,636	718,182	57.5%
City of Anthony	3,000	-	-	-	-	2,695	-	2,695	89.8%
Donations & memorials	33,619	4,326	1,740	5,258	1,646	1,273	1,587	15,830	47.1%
Grant revenue	20,000	-	-	-	-	-	-	140	0.0%
City of Sunland Park	2,000	-	-	-	-	140	-	140	7.0%
Village of Hatch	200	-	-	-	-	105	-	105	52.5%
Other revenue	23,000	1,885	1,024	8,261	2,732	980	7,569	22,451	97.6%
Investment income	17,000	2,694	-	-	-	-	-	2,694	15.8%
Total revenues	2,913,819	582,391	199,384	206,245	203,946	198,075	201,003	1,591,047	54.6%
Expenditures									
Personnel	1,935,355	100,654	141,754	144,346	133,296	233,149	168,374	921,572	47.6%
Temp agency services	100,000	19,587	(8,553)	5,073	9,866	5,510	8,863	40,346	40.3%
Repairs and maintenance	45,000	1,424	2,050	7,853	3,228	381	12,661	27,596	61.3%
Services	445,000	41,810	32,738	32,141	55,762	33,046	47,718	243,282	54.7%
Supplies	235,119	8,402	17,941	25,430	21,053	17,969	10,829	101,623	43.2%
Insurance	85,129	-	22,055	2,054	10,421	2,054	2,054	38,638	45.4%
Other	69,000	2,382	1,151	3,412	3,773	2,619	1,125	14,464	21.0%
Depreciation & amortization	-	-	-	-	-	-	-	-	0.0%
Capital outlay	91,500	-	-	-	-	-	-	-	0.0%
Total expenditures	3,006,103	174,259	209,136	220,309	237,399	294,728	251,624	1,387,521	46.2%
Net Operating Income (Loss)	(92,284)	408,132	(9,752)	(14,064)	(33,453)	(96,653)	(50,621)	203,526	
Transfers									
Net Change in Fund Balance	\$ (92,284)	\$ 408,132	\$ (9,752)	\$ (14,064)	\$ (33,453)	\$ (96,653)	\$ (50,621)	\$ 203,526	

**Animal Service Center of the Mesilla Valley
Grants and Donations Schedule
as of December 31 ,2018**

Fund	Project	Project Name	Award Amount	Life-to-Date Expenditures	Remaining Balance	Type	End Date	Purpose
7441	11627	STERN DONATION	\$ 50,000	-	\$ 50,000	Donation	upon completion	The Kern donation provides funding strictly for costs associated with the renovation of the cat room.
7441	11628	PETCO GRANT	\$ 38,000	38,000	\$ -	Grant	Pending Steve M	The grant funds support costs associated with constructing a new adoption lobby, office support space, and renovating existing admin area.
7441	11732	PETSMART RENOVATION	\$ 77,000	-	\$ 77,000	Grant	07/31/19	The grant funds will be used to construct and renovate the shelter infirmary area, i.e. concrete slab work, plumbing, electrical work.
7440	11764	PETSMART	\$ 20,000	-	\$ 20,000	Grant	08/31/19	The grant funds support costs associated with transportation, vaccination , health certificates , medical treatment.

Animal Services Center of the Mesilla Valley

Monthly Statistics Report - December 2018

INTAKE	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, bat, coyote, fox, raccoon)	Other Animals Total (non-dog/cat)	Total
City of Las Cruces											
Owner Surrender	52	23								0	75
Returned Adoptions	8	0								0	8
Seized from Owners	7	0								0	7
Strays (brought in by the public)	24	8	1				1			2	34
Strays (brought in by Animal Control)	69	50						1		1	120
Wildlife									1	1	1
Subtotal City of Las Cruces	160	81	1	0	0	0	1	1	1	4	245
Doña Ana County											
Owner Surrender	17	10	2							2	29
Returned Adoptions	0	0								0	0
Seized from Owners	1	0								0	1
Strays (brought in by the public)	27	9	2							2	38
Strays (brought in by Animal Control)	65	52						1		1	118
Wildlife									1	1	1
Subtotal Doña Ana County	110	71	4	0	0	0	0	1	1	6	187
Anthony, NM	7	2								0	9
Hatch, NM										0	0
Sunland Park, NM										0	0
Jurisdiction Unknown/Other										0	0
Shelter Luv	188	70	1							1	259
Total Intake	465	224	6	0	0	0	1	2	2	11	700

OUTCOME <i>(city and county)</i>	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock <i>(horse, goat, sheep, pig, donkey)</i>	Wildlife <i>(skunk, bat, coyote, fox, raccoon)</i>	Other Animals Total <i>(non-dog/cat)</i>	Total
Admin Missing											
Foster-Escaped										0	0
Foster-Lost Contact										0	0
Foster-Stolen From										0	0
FTA-Escaped	1									0	1
FTA-Lost Contact	3	2								0	5
FTA-Stolen										0	0
Offsite-Missing										0	0
Offsite-Stolen From										0	0
Shelter-Escaped										0	0
Shelter-Missing										0	0
Shelter-Stolen										0	0
Subtotal Admin Missing	4	2	0	0	0	0	0	0	0	0	6
Adoptions	156	99	4				1				261
Expired in Shelter	7	6									13
DOA	19	11									30
Return to Owner	94	9									103
Transferred Out (Rescues)	84	38									122
Wildlife Release									5		5
Owner Request Euthanasia	19	4									23
Euthanized											
Age - Too Old	2										2
Age - Too Young											0
Behavior - Aggressive - Dog	19										19
Behavior - Aggressive - Human		2									2
Behavior - High Arousal Level	9										9
Behavior - Resources Guarding	5										5
Behavior - Timid											0
Behavior - Timid - Fear Biter	19										19
Breed - Medical											0
Court Order											0
Eliminator											0
Failure to Thrive		6									6
Feral		3									3
Hit by Car	2	2									4
Medical Issues	12	14									26
Medical - Animal Attack											0
Medical - Distemper - TX	13										13
Medical - Distemper - Non TX	7										7
Medical - Felv											0
Medical - FIV											0
Medical - HW Positive											0
Medical - Kennel Cough - TX											0
Medical - Kennel Cough - Non TX											0
Medical - Liver Failure											0
Medical - Mange - TX											0
Medical - Mange - Non TX											0
Medical - Mass	1										1
Medical - Neurological	1										1
Medical - Parvo - TX											0
Medical - Parvo - Non TX											0
Medical - Pneumonia											0
Medical - Prolapse											0

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock	Wildlife	Other Animals Total	Total
Medical - Ringworm		3								0	3
Medical - Tick Borne Disease										0	0
Medical - URI - TX	1	49								0	50
Medical - URI - Non TX		15								0	15
Rabies Suspect									1	1	1
Space										0	0
Space - Pitbull Breed										0	0
Subtotal Euthanized	91	94	0	0	0	0	0	0	1	1	186
Euthanasia Rate	19.6%	42.0%	na	na	na	na	na	na	50.0%	9.1%	26.6%
Total Outcome	474	263	4	0	0	0	1	1	6	12	749

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock	Wildlife	Other Animals Total	Total
Clinic In (includes outside surgeries, vaccinations, and microchips)	61	92								0	153
										0	0
										0	0
Subtotal Clinic In	61	92	0	0	0	0	0	0	0	0	153
Clinic Out (includes outside surgeries, vaccinations, and microchips)	42	88								0	130

Grand Total Intake*	465	224	6	0	0	0	1	2	2	11	700
Grand Total Outcome*	474	263	4	0	0	0	1	1	6	12	749

	Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Avian E	Avian L, W	Livestock	Wildlife	Other Animals Total	Total
Live Release Rate	78.6%	60.8%	100.0%	na	na	na	100.0%	100.0%	83.3%	91.7%	72.5%
Euthanized, Expired in Shelter, DOA	117	111	0	0	0	0	0	0	1	1	229
Average Intake/day	15.0	7.2	0.2	0.0	0.0	0.0	0.0	0.1	0.1	0.4	22.6
Average Outcome/day	15.3	8.5	0.1	0.0	0.0	0.0	0.0	0.0	0.2	0.4	24.2
Average Euthanizations/day	2.9	3.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.0
Average RTO/day	3.0	0.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.3
Average Adoptions/day	5.0	3.2	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.2	8.4

* The discrepancy between intake and outcome numbers is due to the number of animals taken in on the final three to five days of the month whose outcome is listed on the following month's report. (Animals are held as Strays three days without tags and five days with identification for owner reclaim). It is doubtful that the two numbers will ever match.